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2. BASIC INTELLIGENCE COURSE BRIEF

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BASIC INTELLIGENCE COURSE

The Basic Intelligence Course, offered by the Office of Training, is designed as the first stage in the post-entry training of new professional employees of the Agency. Its purpose is to instruct these employees in the fundamentals of intelligence work and thereby provide the Offices of CIA with personnel equipped to receive on-the-job training and capable of quickly becoming producing members of their organizational units. The course covers three principal subjects:

- I. The Principles, Methods, and Practices of Intelligence.
- II. Intelligence and National Security.
- III. The World Situation, with Emphasis on the Theory and Practice of Communism and the USSR.

The course is conducted by lectures given by members of the training staff and by specially qualified speakers; by discussion periods under the guidance of the staff; by assigned readings, and by problems and projects designed to give training and practice in such intelligence methods as research, analysis, report-writing, and the preparation of material for various types of intelligence production. A major project is the preparation by each trainee of a country estimate. This work involves training in research methods, the analysis and synthesis of information, and the presentation, using maps and other aids, of a report bringing out the strategic importance of the country.

Throughout the course emphasis is placed on thinking in intelligence terms and on the importance of the trainees' adapting their previous training, skills and talents to the requirements of intelligence work. Clarity,

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accuracy, and conciseness in both oral and written presentation are stressed.

Each trainee takes a reading improvement course to increase his reading speed and comprehension.

The 240 hours of the six weeks' course are distributed as follows:

Lectures	36 hours
Discussion periods	30 hours
Trainee problems and projects	114 hours
Study and conference periods	30 hours
Reading Improvement Course	30 hours
	<u>240</u> hours

Of the total time, approximately 65 percent is devoted to the Principles, Methods, and Practices of Intelligence, including the assigned Problems and Projects; 10 percent to Intelligence and National Security; 12½ percent to the World Situation, and 12½ percent to the Reading Improvement Course.

Brief statements of the topics covered in the course are given on the following pages.

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Subject: Security (Indoctrination)

Scope: Explanation of the principles of security and their application to the security of the U. S. in general and of CIA in particular. The basic safeguards of security are explained through use of case histories.

Class: One lecture and panel discussion.

Film: Security Training Films

Reading: CIA Security Manual  
SIS Manual, Chapter I, section 4.

Project: Each student will serve in turn as security officer and put into practice the principles of security.

Note: Reference is made to security problems procedure in many of the lectures, and the importance of security is stressed throughout the course.

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Subject: The Types of Intelligence

Scope: Definitions and explanations of the principal types of intelligence. Intelligence is classified according to use, purpose, and consumers' needs--foreign and domestic; positive and counter; basic, current, staff, and strategic; departmental and national--and according to substance--political, military, economic, scientific, sociological, biographical.

Class: Two lectures and discussion periods.

Film: Air Force Training Film

Reading: SIS Manual, pp. 1-7.

Kent: Strategic Intelligence, pp. 3-38.

Project: Identification and submission of examples from newspapers and periodicals of types of substantive intelligence.

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Subject: Introduction to the Principles and Methods of Intelligence

Scope: An introductory survey of intelligence as an activity of national security. Subjects dealt with include the basic functions of intelligence; ways of organizing to perform intelligence work; essential jobs in the intelligence process; personnel requirements; the security problem; the planning and coordination of intelligence activities; the ascertainment and fulfillment of consumers' requirements.

Class: One lecture and discussion period.

Reading: Kent: Strategic Intelligence

Pettee: The Future of American Intelligence

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Subject: The Intelligence Process

Scope: The collection process, including principal sources of raw materials, the chief collection agencies; the establishment of intelligence requirements, basic guides and special requirements; and the transmission of raw intelligence. Steps in the production of finished intelligence--research, evaluation, collation, analysis, and synthesis. The presentation and dissemination of finished intelligence.

Class: Eight lectures and discussion periods.

Reading: SIS Manual, Chapters 3, 4, 5, 6.

Kent: Chapters 9, 10, 11.

Projects: Interviewing problem: The technique of conducting a productive interview.

Editing problems: Processing of pieces of raw intelligence for transmission to headquarters.

Intelligence collection reports: Preparation of reports on assigned subjects.

Abstracting and filing problems: The preparation of abstracts and the organizing of material for future reference.

Analysis and preparation of reports: Analysis of a collection of field reports from various collecting agencies and preparation of items for publication in intelligence summaries.

Formulation of requirements: Practice in the formulation and writing of requirements for field collection.

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Subject: Maps and their Uses

Scope: The explanation and definitions of the basic map mechanics, including map identification, map coordinates--geographic and military--map orientation, map scales and marginal information.

Class: One lecture and discussion period .

Readings: Greenlaw: Map Reading Made Easy

Brown: Story of Maps

Map Study Guide

Project: Problems which require the application of the definitions and explanations through the use of maps.

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Subject: National Security Agencies

Scope: The responsibilities of the National Security Agencies and their relationships with each other. NSC, JCS, and PSB are covered by lecture and discussion periods. ARJ, FBI, R&DB, and MSA are covered by written summaries, with a period for discussion. The role of intelligence in support of policy and planning agencies.

Class: Two lectures and discussion periods.

Reading: Written summaries of agency organization and functions.

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Subject: The Role of Intelligence in Support of the Formulation and Execution of Foreign Policy

Scope: The constitutional authorities engaged in the formulation and execution of foreign policy--the President, the Department of State, the National Security Council, and the Congress; the types of support that intelligence can give; the ideal relationship between policy-making and intelligence; the example of the NSC process of policy-making; factors impairing the realization of the ideal; the responsibilities of intelligence officers in supporting foreign policy formulation and execution.

Class: One lecture and discussion period.

Reading: London: How Foreign Policy is Made, pp. 81-115

Kent: Strategic Intelligence

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Subject: CIA

Scope: Development, mission, and present organization of CIA; responsibilities of the Director of Central Intelligence; functions of the offices of the Deputy Director for Plans and of the Assistant Director for Communications; functions of the offices under the Deputy Director for Intelligence.

Class: Two lectures and discussion periods.

Readings: Written summaries covering the organization and functions of the offices under the D/DI.

Note: Lectures and discussions on the Intelligence Process, as well as those on other agencies of the Intelligence community and their interrelationships also serve to illustrate CIA organization and functions.

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Subject: The Intelligence Community

Scope: The historical development of U. S. intelligence, and the organization and operations of OIR, G-2, ONI, AFOIN, JIC. The intelligence mission of each agency and its inter-relation with the U. S. intelligence community.

Class: Five lectures and discussion periods.

Reading: SIS Manual, Chap. 1, Section III.  
Kent, Chapters 5, 6, 7.

Project: Outline charts, showing relationship of each intelligence organization to its department.

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Subject: Area Surveys

Scope: A general and introductory survey of the principal non-Soviet areas of the world designed to identify and explain their chief characteristics of importance to intelligence work. The areas dealt with are Western Europe, Latin America, the Middle East, Africa, and the Far East. The subject matter includes the following: (1) the principal political, economic, and cultural characteristics of the area; (2) current trends in the area; (3) the quantity and quality of information available; (4) the nature of reporting on the area and special problems encountered; (5) the problems of evaluating and analyzing intelligence about the area; (6) the quality of finished intelligence on the area.

Class: Five lectures and discussion periods

Reading: Assigned according to area projects

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Subject: USSR and Communism

Scope: Presentation of the basic philosophical, economic, and political concepts of Marxism and the changes which have been made therein by Lenin and Stalin for current Bolshevik usage. A brief examination of the development of the Bolshevik movement and the organizations through which it has solidified its power in the USSR and satellites; i.e., the soviets, the administrative system, and the Communist Party. An analysis of Communist propaganda and of the developed strategy, tactics, and aims of the world Communist movement. Analysis of Russian geography, military and air capabilities, industrial and scientific potentials, and of the current security commitments of the USSR.

Class: 12 lectures and discussions.

Reading: Selected documents originating from within the Communist movement.

Schwartz: Russia's Soviet Economy (selections)

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Subject: Area Studies

Scope: Definitions and explanations of the significance of strategic areas. The methods and techniques of preparing an estimate of a selected country or area. The study is designed to introduce the trainees to sources and research techniques in such background fields as geography, economics, sociology, political science, technology, maps, foreign relations, military capabilities, key personalities, communications; and it requires an evaluation of the strategic importance of the country or area to the security of the U.S. in the position as a friend, an ally, a neutral, or as an enemy.

Class: One lecture and discussion period.

Readings: SIS Manual, Chapter II

Keefer: Realities of World Power, Chapters XI-XXVI;

Sprout, Foundations of National Power, Chapters VI-XXII;

Huntington & Shaw, Principles of Human Geography, Chapters I-V.

Project: Under direction of a staff advisor each trainee selects an area (in accordance with his CIA assignment if pertinent) on which he prepares a report indicating the strategic importance of the area to US security and presents it orally before the staff and trainees for discussion and criticism.

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